

FOR _____ OF _____ COUNTY
T - V - C NAME OF MUNICIPALITY NAME OF COUNTY

Note: This form must be filed with the Statement of Assessment even if you have no special districts.

| SPECIAL DISTRICT CODES (COL. A) | | SPECIAL DISTRICT NAMES (COL. B) (Include Metro Sewer, Sanitary and Lake Districts) | VALUE OF REAL ESTATE (COL. C) | VALUE OF PERSONAL PROPERTY (COL. D) | TOTAL VALUE OF REAL ESTATE AND PERSONAL PROPERTY (COL. E) |
|------------------------------------|--|--|-------------------------------------|---|--|
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HIGHLIGHTS

1. Should be filed after the Board of Review and should reflect any changes made there.
2. Use black ink to complete. (Aids in photocopying).
3. Line 15 and line 29 must equal.
4. School District and Technical College District values must include both real estate and personal property.
5. Special Districts, i.e., town sanitary districts, public inland lake protection and rehabilitation districts, and metropolitan sewerage districts must include both real estate and personal property.
6. The Special District Part must be returned with the Statement of Assessment even if your town, village or city has no special districts.
7. DO NOT INCLUDE Manufacturing property.
8. The values reported directly affect the equalized value we calculate for school districts and special districts.

Page 1:

This part is for reporting the amounts and assessed value of taxable general property.

- A. Real Estate - land and improvements (buildings, etc.) is reported on lines 1 - 7.
- B. Personal Property is reported on lines 10 - 13, Column D.
- C. You must have a computer produced summary of your assessment roll that shows these amounts.
- D. Be sure to use whole numbers.
- E. Be sure to add each line across and each column down.

Page 2:

This page has two sections, one for reporting special items (non-taxable property) and one for reporting assessed values by school district (regular, elementary, union high school, and technical college).

- A. Private Forest Croplands and Managed Forest Lands are reported on lines 16, 17 and 17a. Be sure to report assessed values **not** taxes.
- B. You should have copies of the orders of entry, orders of withdrawal, etc., to update your assessment roll.
- C. Show hundredths of acres (e.g. 39.75).
- D. Tax exempt lands are reported on line 18.
- E. Omitted property and s. 70.43 corrections of errors by assessor are reported on line 19. These should be for **prior years**, not something found on the current assessment roll after the board of review.
- F. Regular (K-12) and elementary (K-8) school values are reported on lines 20-28.
- G. Union High School (UHS) (only if you have elementary schools) are reported on lines 30-32. UHS value must equal only the **elementary school** values reported on lines 20-28.
- H. Technical College (TCDB) values are reported on lines 33-35.
- I. You must have a computer summary that shows these amounts.

Special District Part: This is really part of the Statement of Assessment. Remember to include the value of both real and personal property. **Return this form even if you don't have any special districts.**

We have preprinted much of the information regarding names and codes for schools, special districts, etc. If you have a new district, write in the name, however, the Department of Revenue will assign the proper code.

The forms are due the second Monday in June. Again, you must complete your Board of Review before you file these reports. Thank you for your assistance.

If you have questions, call:

(608) 261-5341 OR (608) 266-8618

FAX number: (608) 264-6887

Return forms to:

Wisconsin Department of Revenue
Local Government Services Section 6-97
PO Box 8971
Madison, WI 53708-8971